

INDIVIDUAL - INCOME TAX RETURN MT. ORAB

Due Date 04/15/ or the IRS Due Date INSTRUCTION ON BACK OF FORM INCLUDE COPIES OF ALL W-2 FORMS Web: www.mtoraboh.us/incometax.htm

MAKE CHECK OR MONEY ORDER TO: VILLAGE OF MT. ORAB Income Tax Bureau P.O Box 268 Mt. Orab, OH 45154 Voice 937-444-2945 Fax 937-444-9241 mtorabtax@mtoraboh.us

Forms for Taxpayer's Social Security No., Spouse's Social Security No., Spouse's Name, Home Telephone No., Business Telephone No., and Filing Status (Single, Married filing joint, Married filing separate, RESIDENT, NON-RESIDENT) with a section for rental information.

Form with fields for Name, And, and Address.

Income section with lines 1-3: 1 Wages, salaries, tips, etc. 2 Other taxable income (from Line 27 on page 2) 3 Total taxable income (add lines 1 and 2)

Tax and Credits section with lines 4-9: 4 Mt. Orab tax due before credits (1.000% of line 3) 5 Estimated tax payments made to Mt. Orab 6 Taxes withheld and paid to Mt. Orab 7 Overpayment from prior year(s) 8 Taxes withheld and paid to other localities SEE INSTRUCTIONS FOR LINE 8 ON PAGE 2 9 Total credits (add lines 5 through 8)

Refund section with lines 10-12: 10 If line 9 is greater than line 4, subtract line 4 from line 9. This is the amount you overpaid 11 Amount of line 10 to be credited to next years estimate 12 Amount of line 10 to be refunded

Tax Due section with lines 13-14: 13 If line 4 is more than line 9, subtract line 9 from 4, this is the tax amount you owe 14 Penalties and interest Late File Late Pay Late Estimate Interest

Declaration of Estimate For section with lines 15-20: 15 Estimated income 16 Estimated tax due. Multiply line 15 by 1.000% 17 Taxes to be withheld and paid to Mt. Orab and other localities 18 Prior credit applied to estimated tax payments (From line 11) 19 Net estimated tax due (subtract line 17 and 18 from 16) 20 Minimum amount due for first quarter (multiply line 19 by .25)

Amount You Owe section with line 21: 21 Total amount due (add lines 13, 14 and 20)

I (we) certify that I have examined this return and any accompanying schedules and to the best of my knowledge it is correct, and complete.

Tax Office Use Only section with three empty boxes for tax office use.

Signature lines for Taxpayer's Signature, Spouse's Signature, and Tax Preparer's Signature with Date and Phone No. fields.

CREDIT CARD INFORMATION FOR PAYMENT section including MasterCard and VISA logos, fields for ACCOUNT NUMBER, SECURITY PIN, CARD EXPIRATION, AMOUNT, and CARD HOLDER SIGNATURE - SIGN HERE.

MT. ORAB INCOME TAX RETURN -

- 22 Taxable Income Not Reported on a W-2 Form (Attach copy of Federal Tax Document) _____
- 23 Net Profit (Loss) from Business or Profession (Attach copy of Federal Tax Schedule) _____
- 24 Net Profit (Loss) from Rental Property (Attach copy of Federal Schedule E) _____
- 25 Businesses Loss Total from Previous Year(s)(Maximum Carried Forward 3 Years) _____
- 26 Nontaxable Income (Identify Source - Provide appropriate Federal Tax Forms) _____

27 Total (Add Lines 22 to 26) _____ Enter total on Line 2 of Page 1 _____

Note: Losses for businesses and rental activities cannot be used to reduce taxable wages.

INSTRUCTIONS

Taxable income is all wages, salaries and other compensation paid to an individual for work or services performed prior to deduction of any kind (except Section 125 deductions), the net profits from any business or profession located inside the Village of Mt. Orab or conducting business inside Mt. Orab and/or the net profits from the rental of real estate property. Military income is not subject to Mt. Orab tax.

Additional instructions and forms can be obtained at: www.mtoraboh.us/incometax.htm

Income

- Line 1 Add Total Taxable Wages from all W-2 and 1099-Misc forms and enter total on Line 1. Use the larger amount from Box 18, Box 5, or Box 1 from each W-2 form whichever amount is larger. Income received from Social Security, retirement, interest income, disability or similar non-employment income is not subject to the Mt. Orab Income Tax. INCLUDE ALL W-2 AND 1099 FORMS WITH RETURN.
- Line 2 Enter the additional net taxable income from Line 27, Page 2. Note: Losses from business and rental activities cannot be used to reduce taxable wages reported on W-2 forms, but can be used to offset other business forms or carried forward up to three (3) years.
- Line 3 Add amounts on Line 1 and Line 2 and enter on Line 3.

Tax and Credits

- Line 4 Multiply amount on Line 3 times tax rate of 1% (.01) and enter amount on Line 4.
- Line 5 Enter the amount of estimated tax paid directly to Mt. Orab during _____ for your _____ tax liability. Do not include any payments made in _____ that were for the balance due for _____
- Line 6 Enter the amount of Tax withheld for the Village of Mt. Orab in _____ by your employers. If the city indicated in Box 20 of a W-2 form indicates Mt. Orab, enter the total amount indicated in Box 19 from each appropriate W-2 form.
- Line 7 Indicate any overpayment from your _____ tax return that was credited to _____
- Line 8 Enter the Maximum Credit allowed for local tax paid to another city or village in _____. To calculate the credit, multiply the taxable wages subject to another city/village from each W-2 form (Box 18) by 1% (.01) then enter the **smaller** amount from the actual amount listed in Box 19 or the amount from the calculation. **EXCESS TAXES PAID TO ANOTHER CITY ARE NOT REFUNDABLE.**
- Line 9 Add the amounts in Lines 5 through 8 and enter on Line 9.

Refund/Credit

- Line 10 If the amount on Line 9 is larger than the amount on Line 4, subtract Line 4 from Line 9 and enter the difference on Line 10.
- Line 11 Enter the amount from Line 10 (if any) that is to be credited towards your _____ tax liability.
- Line 12 Enter the amount from Line 10 (if any) that is to be refunded. **REFUNDS OF LESS THAN \$5.00 WILL NOT BE ISSUED.**

Tax Due

- Line 13 If the amount on Line 4 is larger than the amount on Line 9, subtract Line 9 from Line 4 and enter the amount due on Line 13.
- Line 14 Enter the amount of Penalties for Late File, Late Pay Late Estimate and Interest charges. Contact Income Tax Office for amounts.

Declaration of Estimate (If after subtracting Lines 5 and 7 from Line 4 the amount is less than \$200, you may skip to Line 21.)

- Line 15 Estimate the amount of total income expected in _____ (Use amount indicated in Box 5 from all _____ W-2 forms.)
- Line 16 Multiply amount indicated on Line 15 by tax rate of 1% (.01) and enter on Line 16.
- Line 17 Enter estimated amount of taxes to be withheld for Mt. Orab or for another city or village up to 1% (.01) of wages per W-2 form.
- Line 18 Enter the amount indicated on Line 11 that is to be applied to your _____ tax liability.
- Line 19 Subtract the amount from Line 17 and Line 18 from amount indicated on Line 16.
- Line 20 Multiple the amount on Line 19 by 25% (.25).

Amount You Owe

Line 21 Add amounts on Line 13, Line 14 and Line 20 and enter on Line 21. Make check payable to: **Village of Mt. Orab**

NOTE: UNLESS ACCOMPANIED WITH PAYMENT OF ANY TAX DUE (LINE 21) A RETURN IS NOT CONSIDERED FINAL

TAX PAYMENT SCHEDULE				
ON OR BEFORE 4/15/ FILE TAX RETURN PAY TAX DUE	ON OR BEFORE 6/15/ PAY 2ND QUARTER ESTIMATED TAX	ON OR BEFORE 9/15/ PAY 3RD QUARTER ESTIMATED TAX	ON OR BEFORE 12/15/ PAY 4TH QUARTER ESTIMATED TAX	ON OR BEFORE 4/15/ FILE TAX RETURN PAY TAX DUE